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MARCH, 1945



BULLETIN OF

*The*  
**JUNIOR COLLEGE  
OF AUGUSTA**

AUGUSTA, GEORGIA



CATALOGUE  
1944-1945

ANNOUNCEMENTS  
1945-1946



BULLETIN No. 18

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JUNIOR COLLEGE CALENDAR, SESSION 1945-1946

August 28.....	First Faculty Meeting
August 29, 30, 31.....	Registration
September 4.....	First Semester Begins
November 9.....	Reports Sent Out
Thanksgiving Holidays (Thursday and Friday) subject to	
	Presidential Proclamation
December 22.....	First Day of Christmas Holidays
January 7.....	Last Day of Christmas Holidays
January 25.....	First Semester Ends
January 28.....	Second Semester Begins
February 1.....	Reports Sent Out
April 5.....	Reports Sent Out
May 31.....	Second Semester Ends

OFFICERS OF RICHMOND COUNTY  
BOARD OF EDUCATION, 1945

T. M. NICKLES . . . . .	<i>President</i>
W. F. BURTON . . . . .	<i>Vice-President</i>
S. D. COPELAND . . . . .	<i>Secretary and Superintendent</i>
JOSEPH G. McDONALD . . . . .	<i>Asst. Supt. and Business Manager</i>

JUNIOR COLLEGE COMMITTEE OF RICHMOND  
COUNTY BOARD OF EDUCATION, 1945

T. M. NICKLES . . . . .	<i>President Board of Education (ex-officio)</i>
W. F. BURTON . . . . .	<i>Vice-President Board of Education (ex-officio)</i>
W. R. BRIGHAM, Chairman	

MR. ROBT J. WATSON	MRS. JAS. W. WALKER
MR. L.E. HARRIS	MR. C. C. HENDERSON
MR. W. R. BRIGHAM	MR. J. GLOVER CUSHMAN

OFFICERS OF ADMINISTRATION, THE JUNIOR  
COLLEGE OF AUGUSTA, 1945-46

S. D. COPELAND, A.B., LL.D. . . . .	<i>Superintendent of Schools</i>
ERIC W. HARDY, A.B., A.M., Litt.D. . . . .	<i>President</i>
A. P. MARKERT, B.S. in C.E., M.A. . . . .	<i>Dean</i>
MAJOR HENRY P. MILLS . . . . .	<i>Commandant</i>
ELEANORA MERTINS . . . . .	<i>Registrar</i>
IRMA RUMBLY . . . . .	<i>Secretary</i>

## THE FACULTY, 1945-1946

- ERIC WEST HARDY, AB., M.A., Litt.D . . . . . *President*  
A.B. Furman University; M.A. University of Chicago; Litt.D. Furman University.
- ANTON PAUL MARKERT, B.S. in C.E., M.A. . . . . *Dean*  
B.S. Georgia School of Technology; M.A. Columbia University.
- MARGARET BAILIE, B.S., B.L.S. . . . . *Librarian*  
B.S. Converse College; B.L.S. Emory University.
- THOMAS J. BLALOCK, B.S. . . . . *Chemistry*  
B.S. Presbyterian College.
- NICKLES R. BEACHAM, B.A., M.A. . . . . *Music*  
B.A. Furman University; M.A. Duke University.
- CHARLES GUY CORDLE, A.B., M.A. . . . . *History*  
A.B. Trinity College; M.A. Trinity College; M.A. University of Georgia.
- F. RAY DERRICK, B.S., M.S. . . . . *Biology*  
B.S. University of South Carolina; M.S. University of South Carolina.
- JASPER OTTO DERRICK, A.B., M.S. . . . . *Chemistry*  
A.B. University of South Carolina; M.S. University of South Carolina.
- JOHN EVANS EUBANKS, A.B., M.A. . . . . *Latin, Government*  
A.B. Wofford; M.A. Wofford College; M.A. Columbia University.
- NORMAN L. GALLOWAY, B.S., M.A. . . . . *Education, Sociology*  
B.S. Murray State Teachers' College; M.A. Peabody College.
- LUTHER ALFRED GRIFFIN, B.S., M.S. . . . . *Botany, Biology*  
B.S. University of Georgia; M.S. University of Michigan.
- JOHN THOMAS HAINS, B.S. . . . . *Mathematics*  
B.S. University of Georgia.
- HENRY CLAY HARMON, B.S., M.S. . . . . *Commerce*  
B.S. Appalachian Teachers' College; M.S. University of North Carolina.
- THOMAS J. HUFFMAN, A.B., M.A. . . . . *History*  
A.B. Marshall College; M.A. Ohio State University.
- WILLIAM E. HARDY, A.B. . . . . *Mathematics, Aeronautics*  
A.B. Furman University.
- WILLIAM R. KENNEDY . . . . . *Commerce*
- WILLIAM LEROY MADEN, A.B., M.A. . . . . *French*  
A.B. Tusculum College; M.A. Duke University.
- HENRY P. MILLS . . . . . *Military Science*  
B.S., M.A. Louisiana State University.
- CHARLES HAROLD MITCHELL, A.B., M.A. . . . . *English*  
A.B. University of Pittsburg; M.A. University of Pittsburg.
- JOSEPH RUFUS MOSELY, B.S., M.S. . . . . *Mathematics*  
B.S. Emory University; M.S. Emory University.



- DAVID FRANKLIN McDOWELL, A.B., M.A., Ph.D. . . . . *Spanish*  
A.B. University of Florida; M.A. University of Florida; Ph.D. University  
of North Carolina.
- HENRY OSGOOD READ, Ph.B., M.A. . . . . *English*  
Ph.B. Emory University; M.A. Emory University; M.A. Columbia  
University.
- \*ROY EUGENE ROLLINS, A.B., M.A. . . . . *Economics*  
A.B. Elon College; M.A. Duke University.
- GEORGE MILTON SCOTT, A.B., B.Litt., M.A. . . . . *English*  
A.B. University of Chattanooga; B.Litt. Columbia University; M.A. Duke  
University.
- CHESTER A. SCRUGGS, A.B., M.A. . . . . *Chemistry*  
A.B. Mercer University; M.A. Columbia University.
- CHESTER MCKINLEY SUTTON, A.B., M.A. . . . . *English*  
A.B. Haverford College; M.A. University of North Carolina.
- LOUIS J. STACKER, B.S. . . . . *Drawing, Art*  
B.S. Stout Institute.
- JOSEPH LECONTE TALLEY, B.S., M.A. . . . . *Physics, Radio*  
B.S. University of Georgia; M.S. Mercer University.
- CURTIS HYATT TRUAN, A.B. in Com., A.C.A. . . . . *Commerce*  
A.B. Bowling Green College of Commerce.
- H. HOLMES WILHELM, A.B., M.A. . . . . *German*  
A.B. Guilford College; M.A. University of North Carolina.

\* On leave of absence.

# General Statements

## DEFINITION OF A JUNIOR COLLEGE

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The American Council of Education describes a junior college as "an institution of higher education which gives two years of work equivalent in prerequisites, scope and thoroughness to the work done in the first two years of college as defined elsewhere."

It is generally conceded that these two years of work are closely related to high school work and therefore may be given properly and efficiently in connection with an accredited high school.

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## THE JUNIOR COLLEGE MOVEMENT

Public junior colleges have usually developed as upward extensions of high schools in response to local demands for college training.

The immaturity of most high school graduates and their need of home influences and supervision, the crowded conditions in most higher institutions, and the resulting lack of individual attention to their students, the heavy cost of sending boys and girls "off to college"—these and other considerations have led to the establishing of many junior colleges in other parts of our country. Very generally, higher institutions are encouraging their development whenever local conditions are favorable for a standard junior college.

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## THE JUNIOR COLLEGE OF AUGUSTA

In 1910, The Academy of Richmond County, under the Board of Education of Richmond County, added a year of college and commercial work to the standard four-year high school curricula previously given. Freshman college courses were offered, identical or equivalent to those at the University of Georgia and the Georgia School of Technology; advanced credit in these and similar institutions was granted continuously from 1911 to 1926 upon official statement of the courses, and upon submission of satisfactory examination books and questions—the latter usually approved in advance by the college concerned. Academy fifth-year graduates, entering these colleges as sophomores, almost invariably did well in advanced work and made better average records than students who entered these colleges as freshmen.

The increasing need of a standard junior college led the Board of Education on August 15, 1925 to found The Junior College of Augusta, its operation to start with the session 1926-1927 in the new Academy building upon a twenty-seven acre campus, a few blocks west of the Tubman

High School for girls. The wisdom of this action on the part of the Board of Education has been proved by the continuous growth of the Junior College from 163 students in 1926 to over 300 students in more recent years.

The Junior College of Augusta is co-educational. With this in view, the Tubman High School offered freshman college courses in 1925-26; therefore fifth year graduates of both schools entered the Junior College of Augusta in the fall of 1926 as Sophomores under the same condition for college credit as stated above. The Tubman High School and The Academy of Richmond County are now standard four-year schools, offering high school work only, all college work being done in The Junior College of Augusta.

### FINANCIAL SUPPORT

The resolution establishing The Junior College of Augusta provided that "The Board of Education shall be at no additional expense beyond the cost of the fifth year in the high school course." It was estimated that this added cost in the Academy and Tubman would have been \$15,000.00 for 1926-27, assuming that the fifth-year classes had been carried on in both schools. Hence, the Board appropriated this amount for that year and subsequent years, intending the remaining costs to be met by tuition fees.

Through direct appropriation by the Board of Education and tuition fees, all obligations are fully met. There is neither deficit nor debt connected with the operation of The Junior College of Augusta.

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### EQUIPMENT

The Junior College of Augusta is housed in the building of The Academy of Richmond County, situated in the heart of Augusta on a twenty-seven acre campus, most of which was donated by the City of Augusta. The total value, including campus and equipment, is conservatively estimated to be a half-million dollars. The building is modern in every detail, special attention having been paid to its heating, lighting, and ventilation. Ample steel lockers are provided so that each student may be assigned a locker for the safe-keeping of personal property, such as books, wraps, etc. The classrooms, laboratories, science lecture rooms, drafting room, library, auditorium, gymnasium, shops, lunch rooms, armories, parade ground, and athletic fields offer ample facilities for the satisfactory operation of a school of 1,000 students. The auditorium has a seating capacity of 1,046, and is well designed to meet the needs of the school. The Library has approximately ten thousand volumes, thoroughly catalogued, in charge of a full-time, trained librarian. Numerous maga-

zines are kept on the tables, and ample space is provided for reading and studying. The library is also a depository for U. S. Government documents, which include several thousand selected publications. The gymnasium is one of the largest in the city, and provision is made with lockers, showers, etc., for its full use. The lunchroom is operated by the school, and all profits from it are used to support student activities in the Academy and the Junior College. The R.O.T.C. unit, established by the United States Government has the use of two large armories and ample office space for the Commandant and his aides. It is fully equipped with Springfield rifles furnished by the Government. The ample parade ground is directly in front of the building. In September, 1938, a \$75,000.00 addition to the building was put into use. This addition contains ten classrooms, a biology laboratory, a chemistry laboratory, and a large study hall.

### LOOKING AHEAD

The Board of Education and the Junior Chamber of Commerce have been working on a very extensive post-war program. Among the various units proposed are a Vocational Unit, Library Building, Fine Arts Building, an adequate Aeronautical Laboratory, and an additional academic building to house all the facilities of the Military Department and provide sufficient additional classrooms to take care of the growth of the schools.

The Athletic Committee proposes to erect a Field House in connection with the Stadium as soon as materials can be procured.

It is contemplated that in the not distant future residence halls for both men and women can be provided to take care of the large number of non-resident students who would like to attend the Junior College.

This is a very large program, involving the expending of considerable sums of money. People of large accumulated wealth are asked to consider the erection of some unit as a memorial. They could make no finer contribution to the community.

### ACCREDITED RELATIONS

The Junior College of Augusta is a member of The Southern Association of Colleges and Secondary Schools, The American Association of Junior Colleges, and The Association of Georgia Junior Colleges and the Georgia Association of Colleges. The affiliations assure the highest possible recognition of all credits earned in The Junior College of Augusta. However, since colleges vary considerably in their entrance requirements and their numerous curricula, even within the same institution, it is of utmost importance that high school preparation and junior college courses shall be so chosen as to lead directly into the advanced work of

the desired curriculum of the higher institution to be entered as a Freshman, a Sophomore, or a Junior. This applies to all students intending to enter The Junior College of Augusta.

**GENERAL REQUIREMENTS FOR ADMISSION**

- (1) A formal application made in writing on a blank to be obtained by request to the President, The Junior College of Augusta, Augusta, Georgia, preferably as soon as possible after graduation from high school. The activity fee and the library fee are to be paid by each student. The military fee and the laboratory fees are, of course, payable only by students who elect military and/or science. (See description of courses.)
- (2) Satisfying the general scholastic requirement of a general average of seventy-five per cent., or higher, for all work offered for admission.
- (4) Definite recommendation to college by the principal of the high school attended.

Persons not less than twenty years of age, who are unable to meet regular entrance requirements and who desire to take the courses for which they are adequately prepared, may be admitted as SPECIAL students; but they cannot graduate until full entrance and graduation requirements have been met. Also, graduates of an accredited high school who present fifteen acceptable units, but not all of the prescribed units, and who are recommended for entrance by their principals, may be admitted as SPECIAL students; but they cannot graduate until full entrance and graduation requirements have been met.

The general scholastic requirements for admission to The Junior College of Augusta are as follows:

English .....	31½	units
Algebra .....	2	units
Geometry .....	1	unit
History .....	1	unit
Electives .....	7½	units
<hr/>		
Minimum Total.....	15	units

A graduate of an accredited high school who presents all the prescribed units for entrance, but who takes less than twenty-four semester hours of regular college work, is classified as an IRREGULAR student, and in such case must meet all requirements for graduation before being granted a diploma from The Junior College of Augusta.

### ARTS AND SCIENCE ADMISSION REQUIREMENTS

The following admission requirements must be met by all students proposing to work toward the Arts or the Science diploma in the Junior College. This high school program is based upon the known requirements of the best standard colleges and universities.

English .....	3½ units
History .....	2 units
Algebra .....	2 units
Plane Geometry .....	1 unit
Latin, or .....	3 units
French, German or Spanish.....	2 units
Electives (to make 16 units) .....	4½ units or 5½ units

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### PRE-MEDICAL ADMISSION

For admission in the PRE-MEDICAL curriculum at least two of the elective units must be a foreign language; Physics and Chemistry should, if possible, also be taken in high school. Since the Medical College of the University of Georgia is situated in Augusta, the correlation of the Pre-Medical course in The Junior College of Augusta with the later work of the Medical College offers great promises of efficiency in training.

Since experience has shown that success in medical colleges depends largely upon thorough work in the required pre-medical sciences, no pre-medical diploma will be granted a student whose average in any of these sciences is below 80 per cent. (See note under Pre-Medical Curriculum.)

All standard Pre-medical requirements can be met at the Junior College. Conference should be had with the President or Dean.

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### COURSES LIMITATION

For all courses a minimum of 15 semester hours must be scheduled each semester. A maximum of 17 semester hours is permitted freshmen, except in the Technical and Pre-Medical curricula; exceptions can be made only on special request in writing, approved by the President or the Dean.

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### CHOOSING A CURRICULUM

In all cases where students intend to enter a higher institution after one or two years here, high school and junior college courses should be taken under advice of the President, the Dean, or the Curriculum Committee; this advice should be sought as far as possible in advance.

In general, when a student presents full entrance requirements of the higher institution to which transfer is expected after leaving The Junior College of Augusta, courses can ordinarily be scheduled in the latter for

at least one year, which will be identical with or equivalent to a full year of work in the higher institution and will be so credited by it.

Similarly, when one year of properly chosen courses has been credited in The Junior College of Augusta, second-year work may be scheduled here in standard A.B. and B.S. courses of the senior colleges and universities, leading to admission as full juniors after graduation from The Junior College of Augusta. If there is sufficient demand, sophomore courses in technical and other specialized lines of training will also be offered. Courses of general value to students not expecting to attend a higher institution will certainly be offered, constituting excellent two-year curricula leading to graduation here with considerable training for the opportunities and responsibilities of life.

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### **CURRICULUM RESTRICTION OR "CONDITIONS"**

Entrance to The Junior College of Augusta admits only to those courses for which adequate preparation is indicated. For example, a student choosing a curriculum which requires a modern foreign language, advanced course, must offer the prerequisite work or be "conditioned." The "condition" must be removed by examination or by passing the course in The Junior College curriculum and scheduled for the advance course needed.

Similarly, when a student starts a college course required in the curriculum chosen and fails on account of inadequate preparatory training, even though this was previously credited, the student will be dropped from the course started, "conditioned" in its prerequisite, and required to schedule this at once in the College or the Academy. Thus full preparation may be gained, and the college course started again at the opening of the next semester. It is believed that practically all required freshman courses and some sophomore courses will be offered each semester, enabling deficient students to repeat needed courses failed and admitting high school graduates at mid-year as well as in the fall.

The procedures indicated in the two paragraphs above show administrative devices making for unusual efficiency of instruction in a junior college in combination with an accredited high school. It should be noted that junior college students may take needed high school courses to remove "conditions" after full admission, but high school students are not permitted to schedule college courses.

### NOTES REGARDING CURRICULA

As suggested before, freshman schedules vary somewhat in colleges and universities; the requirements of the college which the student intends to enter should, therefore, be followed as nearly as the curricula of the Junior College permit.

Students not intending to go to higher institutions after leaving The Junior College of Augusta are advised to follow in general the Arts or Science curriculum; however, the requirements for the General Diploma and the Secretarial Science Diploma are sufficiently broad to cover the needs of many students. Students who expect to study Medicine, or any branch of Engineering, should follow the curricula indicated.



# Curricula

## ARTS

### FRESHMAN YEAR

College Composition (E51-52)	6.0	Semester	Hours
College Algebra (M53)	3.0	"	"
Plane Trigonometry (M51)	3.0	"	"
European History (H51-52)	6.0	"	"
Biology (Sc53-54)	8.0	"	"
or			
Inorganic Chemistry (Sc511-522)	10.0	"	"
or			
College Physics (Sc55-56)	8.0	"	"
Foreign Language	6.0	"	"

TOTAL 32.0 or 34.0 Semester Hours

### SOPHOMORE YEAR

Literature (E61-62)	6.0	Semester	Hours
English History (H61-62)	6.0	"	"
or			
American History (H63-64)	6.0	"	"
Foreign Language (Cont'd)	6.0	"	"
Electives	6.0	"	"

TOTAL 30.0 Semester Hours

Note: No substitution for the courses indicated above may be made without the approval of the President or Dean.

## SCIENCE

### FRESHMAN YEAR

College Composition (E51-52)	6.0	Semester	Hours
College Algebra (M53)	3.0	"	"
Plane Trigonometry (M51)	3.0	"	"
European History (H51-52)	6.0	"	"
Biology (with Lab.) (Sc53-54)	8.0	"	"
or			
Inorganic Chemistry (Sc511-522)	10.0	"	"
or			
College Physics (Sc55-56)	8.0	"	"
Foreign Language	6.0	"	"

TOTAL 32.0 or 34.0 Semester Hours

### SOPHOMORE YEAR

Literature (E61-62)	6.0	Semester	Hours
Analytic Geometry (M61)	3.0	"	"
Calculus (M62) Recommended	3.0	"	"
Biology (with Lab.) (Sc53-54)	8.0	"	"
or			
Inorganic Chemistry (Sc511-522)	10.0	"	"
or			
College Physics (Sc55-56)	8.0	"	"
Foreign Language (Recommended)	6.0	"	"
Electives	6.0	"	"

TOTAL 32.0 or 34.0 Semester Hours

Note: A student with a major interest in Chemistry may substitute Organic Chemistry for the Biological Science in his Sophomore Year. No substitutions may be made for specific courses indicated except by approval of the President or Dean.

**TECHNICAL****FRESHMAN YEAR (ONLY)**

College Composition (E51-52)	6.0	Semester	Hours
College Algebra (M53)	3.0	"	"
Trigonometry (M55)	3.0	"	"
Plane and Solid Analytic Geometry (M56)	4.0	"	"
Inorganic Chemistry (Sc511-522)	10.0	"	"
Engineering Drawing (Dr51-52)	4.0	"	"
*Foreign Language (German or French)			
or			
History	6.0	"	"
Military Science (MS&T 51-52)	3.0	"	"
<b>TOTAL</b>	<b>39.0</b>	<b>Semester</b>	<b>Hours</b>

Note: Since all Engineering Courses require three or more years for completion, only the standard Freshman Pre-Engineering Course is offered in the Junior College of Augusta.

\* Chemical Engineering requires German in the Freshman Year. Architectural Engineering requires French in the Freshman year.

**PRE-MEDICAL****FRESHMAN YEAR**

College Composition (E51-52)	6.0	Semester	Hours
*Inorganic Chemistry (Sc511-522)	10.0	"	"
(Including Qualitative Analysis)			
*Zoology (Sc531-542)	10.0	"	"
College Algebra (M53)	3.0	"	"
Plane Trigonometry (M51)	3.0	"	"
Foreign Language (German or French)	6.0	"	"
	<b>38.0</b>	<b>Semester</b>	<b>Hours</b>

**SOPHOMORE YEAR**

Literature (E61-62)	6.0	Semester	Hours
*Organic Chemistry (Sc61-62)	8.0	"	"
(Including Qualitative Analysis)			
*College Physics (Sc55-56)	8.0	"	"
Foreign Language (Cont'd)	6.0	"	"
Advanced Biology (Recommended)	8.0	"	"
<b>TOTAL</b>	<b>36.0</b>	<b>Semester</b>	<b>Hours</b>

Note: The above Curriculum conforms to the standards of the American Medical Association.

\* No student will be granted a pre-Medical Diploma from the Junior College, or recommended for admission to a Medical College who does not make an average of 80% or better in each of the pre-Medical Sciences each year.

**GENERAL****FRESHMAN YEAR**

College Composition (E51-52)	6.0	Semester	Hours
European History (H51-52)	6.0	"	"
Human Biology (Sc503-504)	6.0	"	"
Economic Geography (Ec57-58)	6.0	"	"
Electives	6.0	"	"
<hr/>			
	30.0	Semester	Hours

**SOPHOMORE YEAR**

English Literature (E61-62)	6.0	Semester	Hours
or			
American Literature (E65-66)	6.0	"	"
American Government (Gov 53-54)	6.0	"	"
General Sociology (Sc61-62)	6.0	"	"
General Psychology (Ed53)	3.0	"	"
Electives	9.0	"	"
<hr/>			
	30.0	Semester	Hours

**SECRETARIAL SCIENCE****FRESHMAN YEAR**

Accounting (C51-52)	6.0	Semester	Hours
Shorthand (C57-58)	6.0	"	"
Typewriting (C55-56)	3.0	"	"
Economic Geography (Ec57-58)	6.0	"	"
College Composition (E51-52)	6.0	"	"
Mathematics of Finance (M52)	3.0	"	"
Commercial Law (C50)	3.0	"	"
<hr/>			
	33.0	Semester	Hours

**SOPHOMORE YEAR**

Accounting (C61-62)	6.0	Semester	Hours
Shorthand (C67-68)	6.0	"	"
Typewriting (C65-66)	3.0	"	"
Principles of Economics (Ec67-68)	6.0	"	"
Office Practice (C60)	3.0	"	"
Business English (E63-64)	6.0	"	"
<hr/>			
	30.0	Semester	Hours

**NURSING****FRESHMAN YEAR (Two Quarters)****First Quarter**

English 51	3.0	Quarter	Hours
Chemistry 51	5.0	"	"
Microbiology 55	3.0	"	"
Sociology 61	3.0	"	"
Professional Adjustments (at Hospital)	1.0	"	"
Health Education (Military Drill)	2.0	"	"

**Second Quarter**

Anatomy for Nurses 52	3.0	Quarter	Hours
Physiology for Nurses 52	3.0	"	"
Psychology for Nurses 54	3.0	"	"
Nutrition and Foods	1.0	"	"
Nursing Arts	3.0	"	"
Health Education (Military Drill)	2.0	"	"
	<hr/>		
	32.0	Quarter	Hours

Note: The above courses are prescribed by the U. S. Cadet Nurses' Corps.

**MEDICAL TECHNOLOGY****(Laboratory Technique)**

The Requirements in Medical Technology are the same as those listed above in the Pre-Medical Curriculum, except that the student must also have the course in either Bacteriology or Microbiology. This meets fully the standards of the American Society of Clinical Pathologists.

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**FEES AND DEPOSITS**

The tuition fees in The Junior College of Augusta are \$100.00 for residents of Richmond County and \$125.00 for non-residents, half payable in advance at the opening of college in September and the remaining half at the beginning of the Second Semester in January. A student is classified as a non-resident unless his parent or legal guardian resides in Richmond County, Georgia, or pays taxes in Richmond County on property valued at one thousand dollars or more.

There is a laboratory fee of five dollars covering materials used in the sciences, a military fee of two dollars for those who drill, a student activity fee of two dollars per semester, covering athletics and incidentals, such as test paper, examination books, etc., and a library fee of \$1.25 per semester, used for the purchase of books, as approved by the Library Committee.

By action of the Board of Education, no student will be allowed to attend classes until all fees have been paid in advance.

Tuition fees will not be refunded except in cases where the student is forced to withdraw on account of sickness; in which case an application for the refund must be made in writing, subject to the approval of the Board of Education.

### SEMESTER HOURS AND CREDITS

Instead of expressing credits for academic work in terms of units, as in high school, colleges count them as 'hours' of work; since The Junior College of Augusta divides its work into half-years, called semesters," its academic credits are expressed in "semester hours." One semester hour is the credit for one recitation, or one double laboratory period per week, for one semester, though more time is given in some courses. Thus, a science course with three recitations and one double laboratory period per week for one semester gives a credit of four semester hours.

The quality of academic credit is expressed in "quality credits," one quality credit being given for each semester hour earned with a grade from 75 through 79, two quality credits for each semester hour from 80 through 89, three quality credits for each semester hour from 90 through 94, and four quality credits for each semester hour from 95 through 100.

In effect, this requires that some of the semester hours shall be done with something higher than merely satisfactory grades. The plan has the great advantage of indicating at any time whether or not the general quality of work done is satisfactory; the number of quality credits should always equal or exceed the number of semester hours credited and required. Students whose work does not meet this quality requirement will not receive diplomas here or recommendation to higher institutions for advanced credit in courses graded below 75 per cent.

A sophomore who, having failed to meet the "quality credit" requirement, is awarded a certificate in lieu of a diploma, cannot remove the deficiency in quality credits in order to earn a diploma unless a definite program is applied by the Faculty.

**Re-examinations will not carry quality credits, but will be graded simply as pass or failure. Where a pass is made, a grade of 70 will be entered and used in calculating the semester average and in assigning credits.**

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### CLASSIFICATION

At the beginning of the first semester, only students with 24 or more semester hours of credit will be classified as Sophomores.

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### REQUIREMENTS FOR GRADUATION

At the beginning of every session, each candidate for a diploma that year is required to file with the Dean or the President a written schedule of a plan for graduation showing courses already credited and those to be

taken during the session. This must be done during the first week of the first semester, and the schedule must be approved again during the first week of the second semester.

The requirements for graduation with a SCIENCE diploma embrace 2 years of science, and recommend 2 years of Mathematics and 2 years of a Foreign Language. It is also recommended that the science work should include one year of a physical science and one year of a biological science, rather than two years of the same science.

For graduation with a diploma, General Course, a minimum of 60 semester hours is required, including fifteen semester hours, exclusive of Military Science and Tactics in courses numbered with six as the first digit or otherwise rated as sophomore course; also, 60 quality credits must be earned, of which the number earned during the last two semesters of residence must equal the number of semester hours earned.

A Sophomore who meets the quantity credit requirement for graduation, but who is deficient in the number of quality credits required, may be granted a certificate of graduation instead of a diploma.

No diploma or certificate will be granted any student until all requirements (academic, disciplinary, and financial) of The Junior College of Augusta have been met in full.

### **TRANSCRIPT OF CREDITS**

**A fee of one dollar will be charged for each transfer of credits to another institution after the first transcript is given.**

### **ATTENDANCE**

All students who register in the Junior College will be required to attend school regularly. The same holds for attendance at classes. The school does not allow any "cuts" from any school assignment. Students violating this regulation will be sent home immediately and will not be allowed to return except with their parents. A second "cut" will result in the student's being brought before the Discipline Committee for probable suspension.

### **REPORTS**

Reports will be sent out to parents or guardians of all students just after the middle and after the end of each semester. Grades for class work during each half-semester are reported by letters as follows: At 95 to 100; A, 90 to 94; B, 85 to 89; C, 75 to 84; D, 70 to 74; E, 60 to 69 (failure); F, below 60 (bad failure).

### DEFICIENCIES

Any student is "deficient" if his report does not show passing grades in at least 50% of study subjects carried.

Every deficient student is put under formal warning, and his parents or guardians are notified. Any student deficient for two consecutive report periods or semesters may be dropped from the College by the vote of the Faculty, with or without privilege of return after removing such "conditions" as may be imposed.

The Faculty reserves the privilege of imposing special conditions governing continuation in or readmission to The Junior College in the case of a student whose work is unsatisfactory for reasons other than those stated above.

The Faculty also reserves the privilege of making any changes in regulations of the College at any time they consider such changes for the good of the school.

### HONORS AND AWARDS

#### HONORS

Honors are announced at each Commencement and are calculated on a minimum basis of 30 semester hours of work, including English, for each year. Students must meet the full requirements of the class in which they are rated, and must have satisfactory conduct, in order to be eligible for honors.

Highest Honor is awarded each student whose general average is from 95 to 100; High Honor is awarded when the general average is from 90 to 95; and Honor awarded when the general average is from 85 to 89.

#### SCHOLARSHIPS

The Junior College of Augusta has been given the privilege of nominating outstanding students to scholarships in a number of the best colleges and universities. The President and the Dean will base these awards upon "character, ability, and the promise of future achievement." Students who may be interested in any of these scholarships should ask the President or Dean for information about their value and the period for which they are available.

The following are available for 1945-46.

The University of Virginia (competitive). One scholarship each in the following institutions: Presbyterian College of South Carolina, Converse College, Agnes Scott, Shorter College, Furman University, Coker College, Vanderbilt, Cornell University, Limestone College, Wesleyan College.

**THE GEORGE P. BUTLER MEMORIAL SCHOLARSHIP**

In memory of the late Dr. George P. Butler, who for twenty years was the efficient Principal of The Academy of Richmond County, and who founded The Junior College of Augusta and served for five years as its first President, there has been established a Memorial Scholarship of \$100.00 to be awarded each year to an Academy graduate, the award to be used as tuition in The Junior College of Augusta.

**THE FRANK J. MILLER MEMORIAL SCHOLARSHIP**

Mr. Frank J. Miller, Sr., has very generously provided for two scholarships in the value of \$100.00 each for use in The Junior College of Augusta. One of these scholarships is to be awarded each year to a graduate of the Tubman High School and the other to a graduate of the Academy of Richmond County. These awards are based upon need and the student's proven ability.

**THE FIELDING WALLACE SCHOLARSHIP**

This scholarship has a value of \$100.00 and is awarded by Mr. Fielding Wallace of Augusta to some needy, worthy graduate of the Academy of Richmond County, for use in the Junior College of Augusta.

**THE ETHEREDGE SCHOLARSHIP**

This scholarship has a value of \$100.00 per year and has been made possible by the generosity of Mr. J. Lee Etheredge of Augusta. The award is to be made annually to some needy, worthy graduate of the Tubman High School or the Academy of Richmond County for use in the Junior College of Augusta.

**THE JOHN RYD BUSH MEMORIAL SCHOLARSHIP**

In memory of his son, John Ryd Bush, who made the supreme sacrifice in World War II, Mr. William E. Bush has established a scholarship in the value of \$100.00, to be awarded each year to some worthy student in the Junior College of Augusta. The award will be made each spring by a joint committee representing the Faculty of the Junior College of Augusta and the Trustees of the Academy of Richmond County.

**BOARD OF EDUCATION SCHOLARSHIPS**

The Board of Education of Richmond County has authorized the award of Scholarships to needy students who may wish to attend the Junior College in the value of \$100.00 each. Six of these scholarships will be available for the Session 1945-6.

Application must be made in writing by the parent or guardian to the President of the Junior College.



### **THE LOUIS BATTEY MEDAL FOR ORATORY**

In memory of her son, Captain Louis LeGarde Battey, killed in action, October 11, 1918, Mrs. W. W. Battey has established a Trust Fund of five hundred dollars (\$500), the proceeds of which will provide a Gold Medal to be awarded at each commencement after 1928 to the student of The Junior College of Augusta who writes and delivers the best oration in the field of Southern History or Literature. This medal, known as the Louis Battey Medal for Oratory, is offered through the United Daughters of the Confederacy.

### **THE JOSEPH A. MULLARKY MEDAL FOR ORATORY**

Mr. Joseph A. Mullarky, who distinguished himself and his school as one of the seven national finalists in the International Oratorical Contest in 1925, has set aside a fund, the income from which is used to provide each year the Joseph A. Mullarky Medal for Oratory. This medal is to be awarded each year to the student of The Junior College of Augusta who prepares and delivers the best oration on the Constitution.

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## **STUDENT ACTIVITIES**

### **HONOR SOCIETY**

In June, 1942, there was established at The Junior College of Augusta a chapter of the National Honor Society, Phi Theta Kappa. The local chapter bears the designation, Beta Xi. To be eligible for nomination to membership, a student must maintain a general average in all his work for the first three semesters of 90% or above. Students who meet these minimum eligibility requirements may be considered for nomination to membership by the Honors Committee of the Faculty.

### **LITERARY SOCIETY**

New emphasis is being placed upon the work of literary societies in colleges. It is recognized that they furnish a training ground for students in debate and oratory and a facility and ease in public speaking which is not supplied in an equal degree in any other department of a college. It is also one of the established facts of modern life that no one who has not the ability to speak well in public can hope to hold a place of leadership in the work of the world. While membership is voluntary in The Junior College Literary Society, encouragement is given by the Faculty to full participation by every student.

### **DRAMATIC CLUB**

As a corollary to the work of the literary society in developing poise and self-confidence, the Dramatic Club of The Junior College of Augusta is an important factor in the student life of the school. Under the supervision and direction of a member of the Faculty, students are encouraged to participate. Talent that otherwise would never be discovered may be developed.

### **SCHOOL PUBLICATIONS**

The graduating classes of The Junior College of Augusta and The Academy of Richmond County publish jointly an annual called "The Rainbow." The students of the institution also publish a school paper called "The Musketeer." The faculty cooperates to the fullest extent in such activity insofar as it does not interfere with the required work of the College.

### **THE GLEE CLUB**

Each year a combined Junior College and Academy Glee Club is organized. Every student with possible talent is encouraged to participate in the activity. Approximately fifty members are selected. The program is always varied and well rounded. It affords opportunity for the development of talent in music, voice, and drama.

### **ATHLETICS**

The Junior College offers a varied program of athletic sports, and for such has provided ample facilities in the form of a splendid athletic stadium, an excellent gymnasium and basketball court, and a quarter-mile cinder track on the campus. Effort is made to encourage every student to participate in one or more sports and thus take an active part in programs designed to develop healthy bodies.

### **RESERVE OFFICERS TRAINING CORPS**

The United States Government maintains here a Junior Unit of the Reserve Officers Training Corps. Military service is optional for Junior College students, but those choosing military training are given a course equivalent to the basic course of the Senior Division, R.O.T.C. The splendid drill field, ample facilities, and the equipment furnished by the Government offer favorable conditions for good work, as evidenced by the fact that the unit has been given "Honor Rating" by the War Department over a long period of years. The Government issues complete uniforms, except shoes, to most of the R.O.T.C. students who are over fourteen years of age, who rate above the freshman class in high school,

and who are physically fit for service. A military fee of \$2.00 for the year must be paid at the time the uniform is issued. Uniforms and equipment must be returned at the end of the session. All Junior College students electing R.O.T.C. are required to continue the work throughout each year for which elected.

### DISCIPLINE

It is assumed that a young man or young woman who applies for admission to The Junior College of Augusta comes with a seriousness of purpose, and that he expects to conform loyally and fully to the program of the Junior College. There is no place for disorder of any kind, nor for loafing, in the program of this school. The following disciplinary measures will be applied:

1. Any student absent from school or any school assignment, without proper excuse, will be charged with a "cut." The student will be sent home and not permitted to return to school until he comes with one or both parents for a conference with the President or the Dean. A second "cut" will result in the student's being brought before the Discipline Committee and may result in suspension.
2. Persistent tardiness to school or to class will subject the student to the same process of discipline as outlined above.
3. Disorder or other offensive conduct in the building or on the premises of the school, will subject the student to the discipline outlined above.

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### THE SUMMER SCHOOL

The Junior College of Augusta and The Academy of Richmond County operate a summer school of six weeks each summer, opening usually about the middle of June. The work of the summer school is strictly standard in every respect, and is accepted toward certification of teachers by the State Boards of Education. It also affords an opportunity for students to earn additional credits toward graduation or to make up deficiencies in work. Full information may be had by calling or writing the Director of the Summer School.

**Summer School fees are due and payable in advance at the time of registration.**

## Courses of Instruction

Courses whose numbers begin with the digit "5" are usually rated as freshman courses; those whose numbers begin with digit "6" are sophomore courses. Odd-numbered courses start in the fall, and even-numbered courses are ordinarily given in the second semester. Thus, the semester in which each course is offered is indicated. However, any course may be repeated in the other semester when registration warrants it. Ordinarily, no course is offered to fewer than six students.

The word "hour" means one recitation of 50 minutes net. A double laboratory period is a period of 103 minutes net.

Students who show unsatisfactory training for a desired Junior College course may schedule the prerequisite work in The Academy of Richmond County, for which no college credit will be allowed.

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### BIOLOGY

Mr. L. A. Griffin

Mr. F. R. Derrick

#### Sc. 53, 54. GENERAL COLLEGE BIOLOGY.....Mr. Griffin

This course is recommended for freshmen or sophomores who desire an introductory college course in a laboratory science, or for those who desire a general knowledge of plant and animal life. It is a study of the fundamental properties of living matter, and of the classification, structural organization, and vital activities of plants and animals. Students may schedule either course first, or may take both at the same time.

#### Sc. 53. Animal Biology.....Mr. Griffin

Prerequisite: None.

Three hours of lectures and recitation and one double laboratory period per week.

(Laboratory fee of \$5.00 payable in advance.)

This is a one semester course in animal biology, in which a study is made of representative types of animal life.

#### Sc. 54. Plant Biology.....Mr. Griffin

Prerequisite: None.

Second semester, three hours of lectures and recitations and one double laboratory period per week. Credit, 4 semester hours.

This course is an introduction to the plant sciences. With Sc. 54 it constitutes a one-year course in General Biology. Alone, it is a one semester course in Botany.

(Laboratory fee of \$5.00 payable in advance.)

**Sc. 531, 542. GENERAL ZOOLOGY.....Mr. Derrick**

This course is required of all Pre-Medical students, and is recommended as an introductory course for all students planning to transfer to senior colleges where the introductory Zoology course requires two laboratory periods per week. Credit will not be given for Sc. 54 and 531-542, but students taking 531-542 may also take Sc. 53 for credit. Sc. 531-542 is a two semester course in animal biology.

**Sc. 531. GENERAL ZOOLOGY.....Mr. Derrick**  
**Prerequisite: None.**

First semester, three hours of lectures and two double laboratory periods per week  
Credit, 5 semester hours.  
(Laboratory fee of \$5.00 payable in advance.)

**Sc. 542. GENERAL ZOOLOGY.....Mr. Derrick**  
**Prerequisite: Ss. 531.**  
**Second semester, 3 hours of lectures and two double laboratory periods per week.**  
**Credit, 5 semester hours.****Sc. 603 HISTOLOGICAL TECHNIQUE.....Mr. Derrick**  
**Credit, 1 or 2 semester hours.**

Individual instruction in the preparation of microscopic slides. An advanced course for students who have had one year or more of Biology, to be scheduled only with permission of instructor.

(Laboratory fee \$5.00 or \$10.00, depending upon amount of work scheduled.)

**Sc. 63. COMPARATIVE ANATOMY OF VERTEBRATES.....Mr. Derrick**  
**Prerequisite: Sc. 53 and 54 or equivalent.**  
**First semester, 3 hours of lectures and recitations and two double laboratory periods per week.**  
**Credit, 5 semester hours.**

A detailed comparative study of the structure of vertebrate animals with special reference to their development and evolution. Pre-medical students desiring further work in biology are advised to select this course.

(Laboratory fee of \$5.00 payable in advance.)

**Sc. 64. COMPARATIVE EMBRYOLOGY OF VERTEBRATES.....Mr. Derrick**  
**Prerequisite: Sc. 53 and 54 or equivalent.**  
**First semester, 3 hours of lectures and recitations and two double laboratory periods per week.**  
**Credit, 5 semester hours.**

A comparative study of the embryological development of several typical vertebrate animals, with special emphasis upon recent work in experimental embryology. Sc. 64 is especially recommended for all students planning to study medicine.

(Laboratory fee of \$5.00 payable in advance.)

## CHEMISTRY

Mr. C. A. Scruggs

Mr. J. O. Derrick

Mr. Thomas J. Blalock

Chemistry 51 and 52 do not prepare for advanced courses in this institution or elsewhere. Therefore, Sc. 51 and 52 students of approved ability desiring to do higher work, should transfer to Chemistry 511 or 522 during the first four weeks of the course.

Sc. 51. INORGANIC CHEMISTRY.....Mr. Scruggs, Mr. Derrick, Mr. Blalock  
Prerequisite: None.  
First semester, 3 hours of lectures and recitations per week and two double periods of laboratory. Credit, 5 semester hours.

This course embraces the history, occurrence, properties, preparation, and the uses of the non-metals and their compounds in general; the fundamental laws, theories, reactions, valence and the solving of simple problems. The purpose of the course will be two-fold: First, to acquaint students with the broad application of chemistry and, second, to cultivate a wide cultural appreciation of the subject.

Sc. 511. INORGANIC CHEMISTRY.....Mr. Scruggs, Mr. Derrick, Mr. Blalock  
Required of all Tech. and Pre-med. students.  
Prerequisite: High School Chemistry or Sc. 51-52.  
First semester, 3 hours of lectures and recitations per week and two double periods of laboratory. Credit, 5 semester hours.

Following a rapid review of the chapters on oxygen, hydrogen, valence, and water, Sc. 511 will be presented after the fashion of Sc. 51, but will be more thorough and more extensive, looking toward more advanced work.

Sc. 52. INORGANIC CHEMISTRY.....Mr. Scruggs, Mr. Derrick, Mr. Blalock  
Prerequisite: Sc. 51.  
Second semester, 3 hours of lectures and recitations per week and two double periods of laboratory. Credit, 5 semester hours.

Chemistry 52 will deal with metals plus an introduction to organic chemistry. In this course, the metals and their compounds will be presented in accordance with the periodic table, the purpose being to build up a scientific knowledge of the subject. Carrying out the idea expressed in Sc. 51, students will be encouraged to do extensive general reading, make reports, submit papers on the subject, visit local industries, etc.

**Sc. 522. INORGANIC CHEMISTRY**.....Mr. Scruggs, Mr. Derrick, Mr. Blalock

Required of all Tech. and Pre-med. students.

Prerequisite: Sc. 511.

Second semester, 3 hours of lectures and recitations per week and two double periods of laboratory. Credit, 5 semester hours

In addition to the requirements set forth in Sc. 52, this course will undertake to emphasize the fundamentals of chemistry by requiring the students to be able to balance equations, solve numerous practical problems, anticipate reactions, possess a broad knowledge of industrial processes and demonstrate a workable knowledge of qualitative analysis.

**Sc. 592. QUALITATIVE ANALYSIS**.....Mr. Scruggs, Mr. Derrick

Prerequisite: Inorganic Chemistry.

Second semester, 2 hours of lectures and recitations per week, for which

University of Georgia credit ONLY is obtained. All students offering General Inorganic Chemistry for credit at this institution should take this course. Credit, 2 semester hours.

**Sc. 593. QUANTITATIVE ANALYSIS**.....Mr. Derrick

Prerequisite: Sc. 51, 52.

This course is designed to acquaint the student with the apparatus and manipulations of the analyst. The determinations will be selected to illustrate typical procedures. (Prerequisite for admission to The Medical College of the University of Georgia.)

This course may be offered to six or more students.

Two recitations and three double laboratory periods per week.

Credit, 5 semester hours.

**Sc. 61, 62. ORGANIC CHEMISTRY**.....Mr. Scruggs

This course undertakes to give the students a theoretical as well as a practical knowledge of both the aliphatic and the aromatic series. The methods most frequently employed in separation, purification, and analysis are taken up briefly. This is followed by a study of the preparation and properties of the typical compounds of the two series, attention being directed principally to general reactions, and questions of constitution are discussed at length.

**Sc. 61. ORGANIC CHEMISTRY**.....Mr. Scruggs

Required of all pre-medical students.

Prerequisite: Sc. 51, 52.

First semester, 3 hours of lectures and recitations per week and one double period of laboratory work. Credit, 4 semester hours.

This course deals chiefly with a study of important compounds of the aliphatic series, their construction, typical reactions, and derivatives, including the subject of mixed compounds containing nitrogen.

**Sc. 62. ORGANIC CHEMISTRY**.....Mr. Scruggs

Required of all pre-medical students.

Prerequisite: Sc. 61.

First semester, 3 hours of lectures and recitations per week and one double period of laboratory work. Credit, 4 semester hours.

The second semester of Organic Chemistry is a continuation of Sc. 61, but concerns itself largely with the study of aromatics, dyes, essential oils, general organic reactions, laws, synthesis and structural rearrangements.

**A uniform fee of \$5.00 per semester is charged for all laboratory courses in Chemistry, payable in advance.**

## DRAWING

Mr. Louis J. Stacker

**D. 51. ENGINEERING DRAWING**.....**Mr. Stacker**  
First semester, 6 hours drafting per week.      **Credit, 2 semester hours.**

Instruction is given in proper use of drawing instruments and equipment. The course covers the theory of orthographic and axiomatic projections; also, a study of simple sections and of methods of dimensioning. Particular emphasis is placed on the development of technique. Pencil drawings only are required.

**D. 62. ENGINEERING DRAWING**.....**Mr. Stacker**  
Second semester, 6 hours drafting per week.      **Credit, 2 semester hours.**

A course covering the more advanced phases of orthographic projection and the conventions of machine drawing. Freehand working sketches are drawn from machine parts and from assemblies, followed by detailed pencil drawings from which a tracing is made on cloth. Each student is required to make a blue print.

**Art. 53. BEGINNING ART**.....**Mr. Stacker**  
First semester, 6 hours drawing per week.      **Credit, 2 semester hours.**

An introductory course emphasizing the various media—Charcoal, pencil, pen and ink, watercolor, and pastel—and the technique with which they are employed. Emphasis is placed on the development of an understanding of light and shade, shape, color, and the appreciation of good renderings.

**Art 54. BEGINNING ART (Continued)**.....**Mr. Stacker**  
Second semester, 6 hours drawing per week.      **Credit, 2 semester hours.**

Continued work in the student's chosen media with further criticism and application of good principles of design, color theories, and Art fundamentals and practices.



## EDUCATION

Mr. Norman L. Galloway.

Mr. J. Evans Eubanks.

NOTE:—The following courses lead to certification by the  
State Department of Education

**Ed. 51. PSYCHOLOGY OF ELEMENTARY EDUCATION.....Mr. Galloway**  
Required of all students taking the teacher-training course.  
First semester, 3 hours per week. Credit, 3 semester hours.

This course involves a study of the nature and objectives of elementary education, the physical and hereditary basis for elementary subject learning, the psychic habits and ideals peculiar to elementary school subjects, with special attention devoted to reading, spelling, writing, arithmetic, and the language arts. It also deals with psychology of certain teaching processes and with individual subject differences and methods of meeting them.

**Ed. 52. PSYCHOLOGY OF CHILDHOOD.....Mr. Galloway**  
Required of all students taking the teacher-training course.  
First semester, 3 hours per week. Credit, 3 semester hours.

This course, sequential to Education 51, consists of the analysis of the original nature of children; instincts, emotion, attention, sensation, perception, memory, imagination, thinking, habit forming, the significance of play, moral training, and physical training, are all interpreted in terms of child life. A brief observational study of exceptional children will also be made.

**Ed. 53. GENERAL PSYCHOLOGY.....Mr. Galloway, Mr. Eubanks**  
First semester, 3 hours per week. Credit, 3 semester hours.

This is an introductory course in the study of psychology. It includes a study of motivating factors in human behavior. Consideration is given the following: psychological methods, the nervous system, intelligence, personality, heredity and environment, memory, thinking, motivation, and imagination. Elementary experiments are required as part of the course.

**Ed. 54. APPLIED PSYCHOLOGY.....Mr. Galloway**  
Second semester, 3 hours per week. Credit, 3 semester hours.

This course is sequential to Education 53. It deals with systems and psychology of learning and memory. Some time is given to the handicapped as well as to the gifted pupils in their learning problems. Measurements in education are also involved to some extent.

**ENGLISH**

Mr. Henry O. Read  
 Mr. Charles H. Mitchell.  
 Mr. Chester M. Sutton.  
 Mr. George M. Scott.

- E. 51. ENGLISH COMPOSITION.....Mr. Read, Mr. Mitchell, Mr. Sutton, Mr. Scott**  
**First semester, 3 hours per week. Credit, 3 semester hours.**

The course attempts to go thoroughly into the fundamentals of effective writing. Emphasis is placed upon technical consideration of sentences and paragraph structure; upon the correct and effective use of words; and upon construction of the whole theme, involving the collection and logical handling of material. Attention is given to instruction in an intelligent use of the dictionary and other reference books. Regular theme assignments and written reports on outside reading will be required.

- E. 52. ENGLISH COMPOSITION.....Mr. Read, Mr. Mitchell, Mr. Sutton, Mr. Scott**  
**A continuation of E. 51.**

.....**Second semester, 3 hours per week. Credit, 3 semester hours.**

- E. 53. ORAL ENGLISH.....Mr. Scott**  
**First semester, 4 hours per week. Credit, 3 semester hours.**

Practical training of the speaking voice. Study of the organs of speech and their function; application of this study to the development of breath control, musical quality, sonority of tone. Systematic training for careful articulation and enunciation. Systematic study of words in current use and extension of vocabulary through regular drills. Objectives: efficient use of the voice mechanism and accuracy and facility in the use of words.

- E. 54. ORAL ENGLISH.....Mr. Scott**  
**Second semester, 4 hours per week. Credit, 3 semester hours.**

A thorough study of the technique of oral expression. A review of the problems involved in interpretation, extemporaneous speaking, and, if time permits, argument. Objectives: to prepare the student to think on his feet and express himself with facility, accuracy, and effect.

Note: These courses are required of all students taking the Secretarial Course. They may be elected by any other student, though they may not be taken in place of E51-52 or E61-62.

A fee of \$2.00 per semester is charged.

- E. 61. A SURVEY OF ENGLISH LITERATURE.....Mr. Read, Mr. Mitchell, Mr. Sutton**  
**From Beowulf to Modern Times.**

**Prerequisite: E. 51, 52, or equivalent.**

**First semester, 3 hours per week. Credit, 3 semester hours.**

Both the content and the form of a representative collection of masterpieces from English Literature will be given intensive study. Significant literary movements and tendencies, social and historical backgrounds, both of authors and their masterpieces, will furnish material for lectures, as well as for oral and written reports on the part of students. Much parallel reading in course material and in critical comment will be assigned throughout the course.

**E. 62. A SURVEY OF ENGLISH LITERATURE.** Mr. Read, Mr. Mitchell, Mr. Sutton  
A continuation of E. 61.

Prerequisite: E. 61.

Second semester, 3 hours per week.

Credit, 3 semester hours.

**E. 63. BUSINESS WRITING.** Mr. Mitchell  
First semester, 3 hours per week. Credit, 3 semester hours.

This course in business writing presupposes some skill in the use of ordinary good English, spoken and written, as well as a familiarity with grammatical forms and uses, but does not require extensive knowledge of business transactions. Fundamental principles will be illustrated by practical problems. Examples of various kinds of business writing, especially letters, will be studied and compared. Many typewritten letters, forms, reports, and articles will be assigned for out-of-class preparation.

**E. 64. BUSINESS WRITING.** Mr. Mitchell

Prerequisite: E. 63.

Second semester, 3 hours per week.

Credit, 3 semester hours.

This course is a continuation of E. 63.

NOTE: English 63 and 64 are required of all students taking Secretarial Course. They may be elected by other students, though they may not be taken in place of English 51-52 or 61-62.

**E. 65. AMERICAN LITERATURE.** Mr. Read

From the Colonial Period to the Middle of the Nineteenth Century.

First semester, 3 hours per week.

Credit, 3 semester hours.

A survey of the beginnings of our national literature, with especial emphasis upon Poe, Hawthorne, Emerson, Thoreau, Lowell, and other outstanding writers. Trends in the thought of America, including both national and international influences.

N. B. This course is open as an elective to both Freshmen and Sophomores. It may not be offered in lieu of required English courses for certain diplomas, as explained elsewhere in this catalogue.

**E. 66. AMERICAN LITERATURE.** Mr. Read

From the Mid-Nineteenth Century to the Present.

Second semester, 3 hours per week.

Credit, 3 semester hours.

A survey of the literature of America from the middle of the past century to the present. Chief trends in national thought as well as a consideration of new forces in our literature, with emphasis upon the literature of the South, will be traced.

(See note below E. 65. This course may be credited independently of E. 65.)

## FRENCH

Mr. William L. Maden.

### F. 501. A course for beginners.

No college credit will be given for F. 501 or 502 if corresponding high school work is offered for admission to college.

F. 501.....Mr. Maden.

Prerequisite: None.

First semester, 4 hours per week.

Credit, 3 semester hours.

Course: Elementary French Grammar and Reading.

F. 502.....Mr. Maden

Prerequisite: F. 501, or one unit of High School French.

Second semester, 4 hours per week.

Credit, 3 semester hours.

Course: French Grammar and 300 pages of parallel reading.

## INTERMEDIATE FRENCH

F. 51.....Mr. Maden

First semester, 3 hours per week.

Credit, 3 semester hours

Prerequisite: Two units of High School French or F. 502.

F. 52.....Mr. Maden

Second semester, 3 hours per week.

Credit, 3 semester hours.

Prerequisite: F. 51.

F. 54.....Mr. Maden

Prerequisite: F. 51.

Second semester, 3 hours per week.

Credit, 3 semester hours.

The course in French 51 will give all freshman a thorough review of grammar and syntax, a correct pronunciation, and a sound formation for a reading knowledge of French.

F. 52. This course, as well as French 61 and 62, is intended for those students who will continue the study of French in the Junior College of Augusta. It will emphasize conversation, correct pronunciation, grammar, composition, and translation, as well as parallel reading of standard texts.

F. 54. This course as well as French 63 and 64, is intended for those students who desire a reading knowledge of French, rather than a speaking knowledge. The essential part of this reading is in the field of French Literature.

## ADVANCED FRENCH

F. 61.....Mr. Maden

Prerequisite: French 52.

First semester, 3 hours per week.

Credit, 3 semester hours.

F. 62.....Mr. Maden

Prerequisite: French 61.

Second semester, 3 hours per week.

Credit, 3 semester hours.

- 1—Essay writing.
- 2—French History, Literature, and Civilization from the XVII Century to the present time.
- 3—Conversation.
- 4—The study of a modern five-act play.
- 5—Parallel reading of 700 pages of classical and modern authors in prose and poetry.

**F. 63** ..... **Mr. Maden**  
**Prerequisite: French 52 or 54.**  
**First semester, 3 hours per week. Credit, 3 semester hours.**

**F. 64** ..... **Mr. Maden**  
**Prerequisite: French 63.**  
**Second semester, 3 hours per week. Credit, 3 semester hours.**

F. 63 and 64. A Course designed especially to give the student a reading knowledge of the language, as well as a knowledge of French Literature.

Class Work: Reading from standard authors, prose and poetry. Reading from newspapers and magazines.

Parallel Reading: 1,000 pages of prose and poetry.

- 1—French 61 and 62 will be conducted in French.
- 2—A course in French History, Literature, and Civilization will be given all students in Intermediate and Advanced French.
- 3—Students preparing to enter technical institutions will be given a special reading course in Scientific French.
- 4—Students in all the sections will be required to furnish a certain amount of parallel reading to be determined at the beginning of the course.

## GERMAN

Mr. Holmes Wilhelm

### ELEMENTARY GERMAN

No college credit will be given for this course if corresponding high school work is offered for admission to college.

**G. 501** ..... **Mr. Wilhelm**  
**Prerequisite: None.**  
**First semester, 4 hours per week. Credit, 3 semester hours.**

Elementary Grammar, Composition, Conversation.

**G. 502** ..... **Mr. Wilhelm**  
**Prerequisite: G. 501, or one unit of High School German.**  
**Second semester, 4 hours per week. Credit, 3 semester hours.**

Study of Grammar Continued. Limited collateral reading in easy texts.

### INTERMEDIATE GERMAN

G. 51 ..... Mr. Wilhelm  
**First semester** ..... **Credit, 3 semester hours**  
**Prerequisite:** G. 502, or two units of High School German.

Thorough review of German grammar and syntax, intensive translation of selected texts in class, extensive collateral assignments.

G. 52 ..... Mr. Wilhelm  
**Prerequisite:** G. 51.  
**Second semester, 3 hours per week.** ..... **Credit, 3 semester hours.**  
 A continuation of G. 51.

### HISTORY

Mr. Charles G. Cordle.  
 Mr. T. J. Huffman

#### H. 51, 52. MODERN EUROPEAN HISTORY.

The Freshman courses in history are designed to give the student basic knowledge of the great movements in European history from the Renaissance to the present time. Economic, social, and political conditions are stressed. Outside reading, reports, and term papers are required.

H. 51 ..... Mr. Cordle, Mr. Huffman  
**First semester, 3 hours per week of recitation, one hour per week for conferences.** ..... **Credit, 3 semester hours**

From the Renaissance to the French Revolution and Napoleon.

H. 52 ..... Mr. Cordle, Mr. Huffman  
**Second semester, 3 hours per week of recitation, one hour per week for conferences.** ..... **Credit, 3 semester hours**

From the Congress of Vienna to the present time.

#### H. 61, 62. HISTORY OF ENGLAND.

H. 61 ..... Mr. Huffman  
**First semester, 3 hours per week.** ..... **Credit, 3 semester hours.**

This course is designed to give the student knowledge of the growth of constitutional government in England to the reign of James I, especially of those laws and institution which underlie our democracy.

H. 62 ..... Mr. Huffman  
**Prerequisite:** H. 61.  
**Second semester, 3 hours per week.** ..... **Credit, 3 semester hours.**

This course covers the later history of England. It emphasizes the establishment of the cabinet system, the great political reforms of the nineteenth century, the Industrial Revolution, with its marvelous results on industry, the Great War, with England's present condition and outlook.

**H. 63, 64. AMERICAN HISTORY.**

**H. 63** ..... **Mr. Cordle**  
**First semester, 3 hours per week.** ..... **Credit, 3 semester hours.**

The course covers the period from the discovery of America through the Compromise of 1850. Special attention is paid to colonial life, the influence of the frontier, the establishing of the federal system of government, and the growth of sectionalism.

**H. 64** ..... **Mr. Cordle**  
**Second semester, 3 hours per week.** ..... **Credit, 3 semester hours.**

Covers the period since 1850. The causes and results of the Civil War, the economic, social, and political conditions of the period, and the emergence of the United States as a world power are emphasized.

Outside reading, reports, book summaries, and term papers are required in both courses.

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**L A T I N**

Mr. J. E. Eubanks.

In this department three units of High School Latin are required for entrance. Students who present four units are not admitted to advanced college courses. Students in The Junior College with only two units of Latin may take the High School Course in Latin 41, 42, but only High School credit will be given.

**L. 51** ..... **Mr. Eubanks**  
**First semester, 4 hours per week** ..... **Credit, 3 semester hours.**

For the first semester one of the plays of Terence is read. The history of the development of the Latin drama is studied. A brief study of metres is undertaken.

**L. 52** ..... **Mr. Eubanks**  
**Prerequisite: L. 51.**  
**Second semester, 4 hours per week.** ..... **Credit, 3 semester hours.**

In this semester, selections from various Roman historians are read.

In both L. 51 and L. 52, one period a week is given to the study of advanced prose composition.

**NOTE:**—When a large proportion of the class has had no Virgil there may be substituted for the Roman Historical Literature a course in the Aeneid, given during the first semester, while the Terence is postponed to the second semester. In the first substitute course, selection from the entire poem, but chiefly from the first six books, will be read, intensively, while extensive sight reading will be done throughout the poem

to give the student a view of this masterpiece of Latin Literature as a whole. Work of college grade will be required, not alone in the study of the text, but in reports of collateral reading and in intensive cross-reference work. Particular attention will be paid to metrical form and literary style.

**L. 61** ..... **Mr. Eubanks**  
**Prerequisite:** L. 51, 52, or their equivalent.  
**First semester, 3 hours per week.** **Credit, 3 semester hours.**

In the first semester, at least one of Cicero's philosophical works is read. De Senecture is usually chosen, but for good reason, something else may be substituted. Outside readings are freely assigned.

**L. 62** ..... **Mr. Eubanks**  
**Prerequisite:** L. 61.  
**Second semester, 3 hours per week.** **Credit, 3 semester hours.**

Selected odes of Horace are read. Metres are studied. Special attention is given to style, and an effort is made to develop appreciation of Latin lyrical poetry.

## MATHEMATICS

Mr. John T. Hains.  
 Mr. Joseph R. Mosely.  
 Mr. Joe M. Robertson.

**M. 51. PLANE TRIGONOMETRY** ..... **Mr. Hains, Mr. Moseley**  
**First semester, 4 hours per week.** **Credit, 3 semester hours.**

A thorough course in Plane and Analytical Trigonometry with special emphasis on its application to practical problems. Algebraic methods are stressed in teaching the relations of lines and angles, the deviation and use of formulas, proficiency in use of tables and their application to the solution of plane triangles.

**M. 53. COLLEGE ALGEBRA** ..... **Mr. Hains, Mr. Moseley**  
**First semester, 4 hours per week.** **Credit, 3 semester hours.**

This course begins with a short review of the properties of quadratics, systems of equations, etc., and continues with a study of mathematical inductions, probability and determinants.

**M. 55, 56. PLANE TRIGONOMETRY AND PLANE AND SOLID ANALYTIC GEOMETRY.**

**M. 55. (Same as M. 51.)** ..... **Mr. Hains**  
**First semester, 5 hours per week.** **Credit, 3 semester hours.**

The course in Trigonometry is finished before end of the first semester, to allow sufficient time for the completion of both Plane and Solid Analytic Geometry.



- M. 56. PLANE AND SOLID ANALYTIC GEOMETRY**..... Mr. Hains.  
 Prerequisite: M. 55 and M. 53.  
 Second semester, 5 hours per week. Credit, 4 semester hours.  
 Required of all technical students.  
 Recommended for students who specialize in the Physical Sciences.

This course includes the analytic geometry of the point, line and circle; transformation of co-ordinates, polar and rectangular graphs of transcendental curves used in engineering work; conic sections, their equations and properties, parametric equations and loci; the fundamentals of solid analytic geometry, including loci problems; the plane; lines and planes and graphs of three dimensions.

This combined course in M. 55, 56 covers both semesters and is designed to meet the requirements in Mathematics for Engineering or Technical students.

- M. 58. SLIDE RULE**..... Mr. Moseley  
 First and second semesters, 4 hours per week for 16 weeks.  
 Credit, 3 semester hours.

The theory of the slide rule is taught, and the use of the rule in the solving of numerous algebraic, trigonometric, and logarithmic problems. Each student is required to have a Keuffel and Esser Polyphase Slide Rule, 10 inch, No. 4053-3. A course in practical mensuration is taught in connection with slide rule. Formulas are reviewed, and problems involving areas, volumes, etc., for solids are solved by slide rule. Problems from chemistry and physics are included in the course.

- M. 61. ANALYTIC GEOMETRY**..... Mr. Hains, Mr. Moseley  
 Prerequisite or parallel course: M. 51.  
 First semester. Credit, 3 semester hours.

This course includes the analytic geometry of the point, line, and circle; transformation of co-ordinates; rectangular graphs of transcendental curves; theory of conic sections, their equations and properties.

- M. 62. CALCULUS**..... Mr. Hains  
 Prerequisite: M. 51, 53, 61  
 Second semester, 3 hours per week. Credit, 3 semester hours.

An introductory course comprising the study of differentiation of algebraic, trigonometric and transcendental functions; simple applications of the derivatives and the differential; maxima points of inflections, curvature; methods of integration; the definite integral; finding of plane areas and lengths of plane curves.

- M. 63. COMMERCIAL ARITHMETIC**..... Mr. Moseley  
 First semester, 3 hours per week. Credit, 3 semester hours.  
 Required of all students taking the commercial course.

This course is devised for students who are preparing for secretarial positions and for those who expect to enter the business world immedi-

ately upon completion of the Junior College course of study. The course will not be offered as credit toward any other junior college or senior college degree. Content: Review of fundamental operations with integers, common fractions, decimal fractions especially with reference to short methods used in business. Study of logarithms and their application and practice in the use of other tables. Complete study of percentage and interest with a large variety of problems. Practices used in buying, selling, borrowing, and transmission of funds.

### **MILITARY SCIENCE AND TACTICS**

Major Henry P. Mills, Artillery, U.S.A.

Staff Sergeant William C. McGee, Infantry (D.E.M.L.)

Sergeant P. N. Fechner.

#### **M. S. & T. 51 and 52.**

**First and second semesters.**

**Credit, 3 semester hours**

Leadership.  
Drill and Command.  
Physical Training.  
Military History.  
Characteristics of Infantry Weapons.  
Rifle Marksmanship.  
Scouting and Patrolling.  
Map Reading.  
Musketry.  
Automatic Rifle.  
Combat Principles, Infantry.

**Text: Junior R.O.T.C. Manual (Military Service Publishing Co.)**

#### **M. S. & T. 61 and 62.**

**First and second semesters.**

**Credit, 3 semester hours.**

One hour of recitation and 5 hours of drill per week.  
Leadership.  
Drill and Command.  
Physical Training.  
Military History.  
Map Reading.  
Musketry.  
Tactics and Technique of Infantry Weapons.  
Combat Principles, Infantry, and Map Problems.

**Text: Junior R.O.T.C. Manual (Military Service Publishing Co.)**

NOTE:—M. S. & T. and Drill courses are elective in The Junior College, but one cannot be scheduled without the other; if M. S. & T. 51 (Drill) or 61 (Drill) is scheduled it and the next course become requirements for graduation of that student. Students electing M. S. & T. will be required to complete the year of drill, unless excused by the President or P. M. S. & T.

A non-refundable fee of \$2.00 is required of all Junior College students who drill.

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## MUSIC

Mr. Nickles R. Beacham.

**Mus. 51. Music Fundamentals.**

First semester, 4 hours per week.

Credit, 3 semester hours.

Thorough coverage of the rudiments of music. This work is done along with choral practice, sight reading, music appreciation discussions. Exercises require both assigned and original written work.

**Mus. 52. Music Fundamentals.**

Second semester, 4 hours per week.

Credit, 3 semester hours.

Continuation of rudiments study. Emphasis is placed on voice study as well as note reading. Some insight is given into the rudiments of harmony and simple original exercises required. Actual choral work illustrates all study.

**Mus. 55. Band and Orchestra.**

First semester, 6 hours available, 4 required.

Credit, 3 semester hours.

Credit for work in band and orchestra is given on a basis of some theory and much actual practice and performance. Four periods of the six teaching and rehearsal periods available are required.

**Mus. 56. Band and Orchestra.**

Second semester, 6 hours available, 4 required.

Credit, 3 semester hours.

This is a continuation of the work of Mus. 55 going into heavier music. A study of music festival materials from the National List is required and many perform solos in the festivals. Instruments technique and music expression are emphasized. Care of the instruments as well as repair is taught.

**Mus. 57. Choral Music.**

First semester, 3 hours per week.

Credit, 2 semester hours.

There is a separate boys' and girls' glee club, the boys working with the Academy group. However, all study college level music, best ar-

rangements from sacred and classical to popular songs. Twice a week the boys and girls are put together for Mixed Chorus rehearsals.

**Mus. 53. Choral Music.**

Second semester, 3 hours per week.

**Credit, 2 semester hours**

The same groups as in Mus. 57 are continued as the music is committed to memory for public performances in local churches and planned festivals. Chapel programs give needed experience before other public performances. An operetta gives all round experience and all students are included in the cast. All students are encouraged to sing in church choirs for added experience.

**Mus. 65. Music Education: MATERIALS AND METHODS FOR ELEMENTARY GRADES.**

First semester, 3 hours per week.

**Credit, 3 semester hours**

This is a methods and practice course designed to show the teacher how to play band and orchestra instruments as well as how to organize and conduct beginners' bands. Some work is given in choral methods as well but necessarily limited to general study.

**Mus. 66. Music Education: MATERIALS AND METHODS FOR HIGH SCHOOL GRADES.**

First semester, 3 hours per week.

**Credit, 3 semester hours.**

In this course the classes are made up of those teachers who wish band or choral methods and taught separately. It is a continuation of Mus. 65 with special reference to the particular field or group in which the teacher is interested. High school groups are used for illustration entirely.

NOTE: A total of only 6 semester hours of Music may be counted in the graduation requirements of any student.

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**PHYSICS—RADIO—AERONAUTICS**

Mr. J. L. Talley.

Mr. William E. Hardy.

Mr. Louis J. Stacker.

**COLLEGE PHYSICS**

**Sc. 55, 56. COLLEGE PHYSICS.**

An introductory course covering the fundamental principles of mechanics, molecular physics, heat, sound, magnetism, electricity, the phenomena of electro-magnetic waves and light. A large number of numerical problems are solved.

The laboratory course in this subject consists of experiments, reports, and conclusions. Thus the student becomes familiar with the practical application of physics in every-day life.

**Sc. 55** ..... **Mr. Talley**

**Prerequisite or parallel course: Plane Trigonometry.**

**Required of all pre-medical students.**

**First semester, 3 hours of lectures and recitations and one double laboratory period per week. Credit, 4 semester hours.**

**Sc. 56** ..... **Mr. Talley**

**Prerequisite: Sc. 55 required of all.**

**Second semester, 3 hours of lectures and recitations, one double laboratory period per week. Credit, 4 semester hours.**

(Laboratory fee of \$5.00 payable in advance.)

### RADIO 55-56

**Radio 55-56.**

**Three hours of book work a week.**

**One hour Laboratory.**

**One hour code practice.**

The primary objective is to train students in the elementary principles of Radio which will aid them when they enter the various branches of service. Young women are encouraged to take this course so as to release men for active duty.

**Radio 55** ..... **Mr. Talley**

**First semester, 3 hours per week.**

**Credit, 3 semester hours.**

Behavior of radio waves, the Heaviside layer, fundamental electrical units, capacity, inductance, radio test instruments, types of detectors, power supplies, audio amplifiers, radio frequency amplifiers, the superheterodyne circuit, a study of vacuum tubes. Elementary code (C.W.) and modulated transmitters are taken up at the end of the course.

**Radio 56** ..... **Mr. Talley**

Follows the same outline as Radio 55 but each branch of Radio is taken up in much more detail.

**Radio 55-56. LABORATORY.**

**Second semester, 3 hours per week.**

**Credit, 3 semester hours.**

The students connect up simple amplifiers, DC and AC receiving sets, etc., Complete radio laboratory facilities, including test instruments, etc., are available.

A room is devoted to code work throughout the day. This room is equipped with phonograph code records, telegraph keys, buzz and audio-oscillators.

**Aeronautics 51** \_\_\_\_\_ **Mr. Hardy**  
**First and second semesters.** **Credit, 3 semester hours.**

This course provides training for prospective aviation cadets and ground crew maintenance men. It includes the fundamentals of airplane structures, aerodynamics, aircraft engines, meteorology, aircraft communication and air navigation. This is one of the most important divisions of the Victory Corps Program, and is advocated by the War Department, Navy Department and the Civil Aeronautics Administration.

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### SECRETARIAL SCIENCE

Mr. W. R. Kennedy.  
 Mr. C. H. Truan.  
 Mr. Clay Harmon.  
 Mr. C. H. Mitchell.  
 Mr. J. R. Moseley.  
 Mr. N. L. Galloway.  
 Mr. G. M. Scott.

The Secretarial Science Curriculum leads to the Secretarial Science Diploma. While designed as a terminal course in the Junior College of Augusta, the course and subject matter may secure advanced standing in schools of Commerce and Business in other institutions where our courses parallel those of the senior institution. It should be clearly understood that this does not cover the standard Freshman and Sophomore work of the liberal arts college, and cannot be offered for advanced standing leading toward the Arts degree.

The object of this curriculum is to train students in the technique and practices of the modern business office, and give them at the same time an understanding of the principles and laws of the economic world in which they must work.

### FRESHMAN YEAR

**Commerce 51, 52. PRINCIPLES OF ACCOUNTING** \_\_\_\_\_ **Mr. Kennedy, Mr. Harmon**  
**Two semesters, 4 hours per week.** **Credit, 6 semester hours.**

This course represents the fundamentals of accounting, uses of accounting, interpretation of financial statements, sole ownership and partnership, and accounting for personal use.

**Commerce 57, 58. BEGINNERS' SHORTHAND** \_\_\_\_\_ **Mr. Truan, Mr. Harmon**  
**Two semesters, 4 hours per week.** **Credit, 6 semester hours.**

This course is planned for beginners and emphasizes the theory of Gregg Shorthand. Practice will be given in reading and dictation

throughout the whole course. By diligent application a student will be able, at the end of the second semester, to pass the regulation government examination listed as Junior Stenographer.

**Commerce 55, 56. ELEMENTARY TYPEWRITING**.....**Mr. Truan, Mr. Harmon**  
Two semesters, 4 hours per week. **Credit, 3 semester hours.**

This course is for beginners. It includes the learning of the keyboard for touch typewriting, operating the machine parts, writing business letters, typewriting for personal use, typing forms, legal documents, bills and various duties the student will be called on to perform in the office.

(Typing fee \$2.50 per semester.)

**Economics 57, 58. ECONOMIC GEOGRAPHY**.....**Mr. Galloway**  
Two semesters, 4 hours per week. **Credit, 6 semester hours.**

This course is a study of occupations, soils, natural resources, water bodies, inhabitants, and their relation to the Economic, Social, and Business World.

**English 53, 54. ORAL ENGLISH\***.....**Mr. Scott**  
Two semesters, 4 hours per week. **Credit, 6 semester hours.**

Oral English 53 is practical training of the speaking voice. Study of the organs of speech and their function; application of this study to development of breath control, musical quality, sonority of tone. Systematic training for careful articulation and enunciation. Systematic study of words in practical use and extension of vocabulary through regular drills. Objectives: efficient use of the voice mechanism and accuracy and facility in the use of the words.

Oral English 54 is a thorough study of the technique of oral expression. A review of the problems involved in interpretation, extemporaneous speaking, and, if time permits, argument. Objective: to prepare the student to think on his feet and express himself with facility, accuracy, and effect.

\*A materials fee of \$2.00 per semester will be charged each student taking Oral English.

**Mathematics 50. MATHEMATICS OF BUSINESS**.....**Mr. Moseley**  
First semester, 4 hours per week. **Credit, 3 semester hours.**

This course deals with mathematics as applied to the business office and accounting. It will consist of simple interest, compound interest, present value and discount, annuities, and the study of commercial papers.

**Commerce 53. COMMERCIAL LAW**.....**Mr. Harmon, Mr. Kennedy**  
Second semester, 4 hours per week. **Credit, 3 semester hours.**

An introductory course in law designed to acquaint the student with the function of law, principles of the law of business agreements, private rights in property, insurance, agency, wills, deeds, and various legal documents.

### SOPHOMORE YEAR

**Commerce 61, 62. ADVANCED ACCOUNTING**..... **Mr. Kennedy, Mr. Harmon**  
**Two semesters, 4 hours per week.**..... **Credit, 6 semester hours.**

This course is a continuation of Elementary or Principles of Accounting, which deals with business budgets, interpretation of statements, and a further development of sole ownerships, partnerships, and corporation accounting. It is designed for the student who is preparing himself for a business career and for those who wish to continue their studies in higher accounting and work leading toward a Certified Public Accountant degree.

**Commerce 67, 68. ADVANCED SHORTHAND.**..... **Mr. Kennedy, Mr. Harmon**  
**Two semesters, 4 hours per week.**..... **Credit, 6 semester hours.**

A continuation of Beginners Shorthand with emphasis on the development of speed in dictation and transcription. A great deal of time will be devoted to the taking of business letters in shorthand and transcribing them on the typewriter. The student continuing and completing this course should develop a high degree of skill and speed, enabling him to hold any responsible secretarial job. The operation of office machines and a study of office procedure will also be given in this course.

**Commerce 65, 66. ADVANCED TYPEWRITING**..... **Mr. Truan**  
**Two semesters, 4 hours per week.**..... **Credit, 3 semester hours.**

This course will deal with advanced typewriting problems, ornamental designs, centering, transcription, tabulation, the making of business forms and many other problems dealing with office work. A high degree of speed and accuracy will be required. (Typing fee \$2.50 per semester.)

**Economics 67. PRINCIPLES OF ECONOMICS**..... **Mr. Rollins**  
**One semester, 4 hours per week.**..... **Credit, 3 semester hours.**

This is a basic course in the history and theory of economics. Production, consumption, and distribution receive careful attention. A study is made of the elements which determine value and price; and, an introduction to money, banking, credit, business combinations, transportation, labor problems, and economic reform undertaken. Effort is made to heighten the practical value of the course by constant reference to current economic problems.



**Commerce 60. OFFICE PRACTICE**.....**Mr. Kennedy**  
 One semester, 4 hours per week. **Credit, 3 semester hours.**

This course will acquaint the student with the routine, duties, and procedures generally followed in a business office. It is designed for the advanced secretarial student who has completed three semesters of work. Attention is given to procedures in taking dictation, transportation methods, telegraphic service, banking and financial duties, writing effective English, office machines and their operation, transportation of goods, mailing, indexing, filing, editing letters, and condensed postal information.

**English 63, 64. BUSINESS WRITING**.....**Mr. Mitchell**  
 Two semesters, 3 hours per week. **Credit, 6 semester hours.**

E. 63 is a course in business writing which presupposes some skill in the use of ordinary good English, spoken and written, as well as a familiarity with grammatical forms and uses, but does not require extensive knowledge of business transaction. Fundamental principles will be illustrated by practical problems. Examples of various kinds of business writing, especially letters, will be studied and compared. Many type-written letters, forms, reports, and articles will be assigned for out-of-class preparation.

E. 64 is a continuation of E. 63.

Electives to make a total of 30 semester hours.

### **PLACEMENT OF GRADUATES**

The school authorities will make an effort to place in desirable positions those students who successfully complete the Secretarial Curriculum. This statement must not be construed as implying any obligation on the part of the school, or any guarantee as to placement.

The demand for well qualified secretarial students is definitely on the increase. This is particularly true for students who are able to take shorthand dictation and operate office machines.

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### **SOCIAL SCIENCE**

Mr. J. Evans Eubanks.  
 Mr. Norman L. Galloway.  
 Mr. Roy E. Rollins.

The course of Economics listed below are designed to meet the needs of some students who will pursue more advanced work in the field of Economics in senior colleges, and of others who will enter the practical life of the community after graduation from the Junior College.

- Ec. 57. ECONOMIC GEOGRAPHY**.....**Mr. Galloway, Mr. Rollins**  
**First semester, 3 hours per week.**.....**Credit, 3 semester hours.**

The first part of this course is devoted to a brief statement of physical environment in its relation to the evolution of human capacities, activities, occupations, and progress. A rather extensive study is made of the industries and trade conditions of the leading countries. A description of the world's commerce and the geographic and economic reasons for its importance is a significant part of this study.

- Ec. 58. ECONOMIC GEOGRAPHY**.....**Mr. Galloway, Mr. Rollins**  
**Second semester, 3 hours per week.**.....**Credit, 3 semester hours.**

This is a continuation of Ec. 57, including the economic geography of Europe, Asia, Africa, and Australia.

- Ec. 67. THE PRINCIPLES OF ECONOMICS**.....**Mr. Rollins**  
**First semester, 3 hours per week.**.....**Credit, 3 semester hours.**

This is a basic course in the history and theory of economics. Production, consumption, and distribution receive careful attention. A study is made of the elements which determine value and price; and an introduction to money, banking, and credit, business combinations, transportation, labor problems, and economic reform undertaken. Effort is made to heighten the practical value of the course by constant reference to current economic problems.

- Ec. 68. APPLIED ECONOMICS**.....**Mr. Rollins**  
**Second semester, 3 hours per week.**.....**Credit, 3 semester hours.**

A study in the organization of our economic institutions, of industry, exchange, and wealth distribution with suggestions for greater efficiency in them. Though not absolutely necessary, it is preferable that only students who have had Ec. 67 take this course because it is, to a large extent, an application of Principles of Economics.

- Sociology 61. INTRODUCTION TO SOCIOLOGY**.....**Mr. Galloway**  
**First semester, 3 hours per week.**.....**Credit, 3 semester hours.**

An introduction to the study of Sociology, dealing with the origin of human institutions. This is fundamentally a study of principles, but some time will be devoted to the study of outstanding evidence of social pathology.

Open only to approved Sophomores.

- Sociology 62. SOCIAL PATHOLOGY**.....**Mr. Galloway**  
**Second semester, 3 hours per week.**.....**Credit, 3 semester hours.**

This course (Social Pathology) analyzes the pathological implications of certain maladjusted people. It involves a survey of crime, divorce, sickness, transiency, feeble-mindedness, etc.

Govt. 53. NATIONAL GOVERNMENT.....Mr. Eubanks  
First semester, 3 hours per week. Credit, 3 semester hours.

This course is designed to acquaint the student with the general philosophy of government, the origin of governmental institutions, the essential features of our national government, and the relation between federal and state government in the United States.

Govt. 54. STATE AND LOCAL GOVERNMENT.....Mr. Eubanks  
Second semester, 3 hours per week. Credit, 3 semester hours.  
Prerequisite: Govt. 53.

This course is a logical continuation of Govt. 53. State, county, and municipal governments are covered in detail.

## SPANISH

Dr. David F. McDowell.

Mr. Holmes Wilhelm.

Sp. 501, 502. ELEMENTARY SPANISH—(to be offered in 1945-1946 if a sufficient number wish it).

This is a course for beginners. If High School Spanish is offered for admission to college, no college credit will be given for this course.

Sp. 501.....Dr. McDowell  
Prerequisite: None  
First semester, 4 hours per week. Credit, 3 semester hours.

Sp. 502.....Dr. McDowell  
Prerequisite: Spanish 501, or one unit of High School Spanish.  
Second semester, 4 hours per week. Credit, 3 semester hours.

Sp. 51, 52. INTERMEDIATE SPANISH.....Dr. McDowell

In this course a careful review is made of Spanish grammar and composition. Thinking in Spanish, and speed in reading are emphasized. Classroom texts are subject to change. A moderate amount of parallel reading in Spanish is required.

Sp. 51.....Dr. McDowell  
Prerequisite: Two units of High School Spanish.  
First semester, 3 hours per week. Credit, 3 semester hours.

Sp. 52..... Dr. McDowell

Prerequisite: Sp. 51.

Second semester, 3 hours per week.

Credit, 3 semester hours.

Sp. 61, 62. ADVANCED SPANISH..... Mr. McDowell

In this course emphasis is placed on both accuracy and rapidity of reading. Classroom texts are subject to change. A moderate amount of parallel reading in Spanish is required.

Sp. 61..... Dr. McDowell

Prerequisite: Sp. 52.

First semester, 3 hours per week.

Credit, 3 semester hours.

Sp. 62..... Dr. McDowell

Prerequisite: Sp. 61.

Second semester, 3 hours per week.

Credit, 3 semester hours.

**THE JUNIOR COLLEGE OF AUGUSTA, AUGUSTA, GA.  
REGISTER OF STUDENTS, SESSION 1944-'45**

**SOPHOMORE CLASS**

Emory D. Appling.....	Augusta, Ga.
Coral Banks.....	Augusta, Ga.
Leilou Caldwell.....	Augusta, Ga.
John G. Clark, Jr.....	Augusta, Ga.
Florence Dolinsky.....	Augusta, Ga.
Faye E. Dunaway.....	Augusta, Ga.
Loulie Dunn.....	Augusta, Ga.
Polly Jo Evans.....	Augusta, Ga.
Miriam L. Fleming.....	Wrens, Ga.
Margie Gibbs.....	Martinez, Ga.
Dorothy Gillman.....	Augusta, Ga.
Audrey Greene.....	Augusta, Ga.
Joe E. Greene.....	Aiken, S. C.
Bessie Hankinson.....	Aiken, S. C.
Doris M. Hardy.....	Augusta, Ga.
James Hoffman Harris.....	Augusta, Ga.
Martha L. Hogan.....	North Augusta, S. C.
Thos. Jack Howard.....	Augusta, Ga.
Norma E. Hudson.....	Augusta, Ga.
Natalie S. Jolles.....	Augusta, Ga.
Margaret C. Kelly.....	Augusta, Ga.
Sara Anne Kelly.....	Augusta, Ga.
Harry L. Kirkland.....	Augusta, Ga.
Walter H. Merritt.....	Augusta, Ga.
Donna M. McCoy.....	Augusta, Ga.
Thelma Jean McGahee.....	Augusta, Ga.
Meara McKie.....	Augusta, Ga.
Caroline Morgan.....	Augusta, Ga.
John Marvin Moss.....	Augusta, Ga.
Katherine Norvell.....	Augusta, Ga.
Elizabeth Overstreet.....	Augusta, Ga.
Joseph C. Powell.....	Augusta, Ga.
Jack L. Rhodes.....	Augusta, Ga.
Sara Joelle Rush.....	Augusta, Ga.
Hilda Irene Saggus.....	North Augusta, S. C.
Georleen Sale.....	Augusta, Ga.
V. Ruth Sawilowsky.....	Augusta, Ga.
John M. Seago.....	Gracewood, Ga.
Maxine B. Shapiro.....	Augusta, Ga.
Nancy L. Stephenson.....	Augusta, Ga.
Dorothy Stringer.....	Augusta, Ga.
Wm. W. Thomas.....	Augusta, Ga.
Grace Toole.....	Augusta, Ga.
Suzanne W. Wade.....	Augusta, Ga.
Eleanor Watkins.....	Martinez, Ga.
Martha Wienges.....	Augusta, Ga.
E. Jane Young.....	Augusta, Ga.

**FRESHMAN CLASS**

Vera Martina Allen.....	Augusta, Ga.
Elizabeth Anderson.....	Augusta, Ga.
Chris Austin Bains.....	Augusta, Ga.
Arthur Jordan Balk.....	Augusta, Ga.
Jane Wilson Barnes.....	North Augusta, S. C.
George Ealy Barrow.....	Augusta, Ga.

Ruth Claire Beckum.....	Augusta, Ga.
James Pickens Bell.....	North Augusta, S. C.
Chas. Benson.....	North Augusta, S. C.
Christine Camile Berry.....	Augusta, Ga.
Wallace Norman Blackwell.....	Augusta, Ga.
Wm. Eugene Blanchard.....	Augusta, Ga.
Bennie Brake.....	Augusta, Ga.
Carolyn Roof Broome.....	Augusta, Ga.
Dorothy Marian Broome.....	Augusta, Ga.
Wm. Chas. Brown.....	Augusta, Ga.
Agnes E. Burdshaw.....	Augusta, Ga.
Lena J. Bush.....	North Augusta, S. C.
Eugenia George Cheros.....	Augusta, Ga.
John A. Cochrane.....	Augusta, Ga.
Sheldon B. Cohen.....	Augusta, Ga.
Hariette Connell.....	Augusta, Ga.
Peggy L. Davidson.....	Augusta, Ga.
Wm. Albert Davis.....	Augusta, Ga.
H. Grady Deas.....	Augusta, Ga.
June F. DeBeaugrine.....	Augusta, Ga.
E. Delmar DeVaney.....	Augusta, Ga.
June Dobyns.....	Augusta, Ga.
James E. Drane, Jr.....	Augusta, Ga.
Claudia June Durden.....	Augusta, Ga.
Mary Ellen Edgar.....	Augusta, Ga.
Helen Aida Eubanks.....	Augusta, Ga.
Adele V. Farr.....	Augusta, Ga.
Anne Farriba.....	Augusta, Ga.
Maude E. Fields.....	Augusta, Ga.
Joe T. Francis.....	Augusta, Ga.
Ellen M. Gallagher.....	Augusta, Ga.
Mary E. Gallagher.....	Augusta, Ga.
Josephine C. Garrett.....	Augusta, Ga.
Fay Grammer.....	Augusta, Ga.
Vivian A. Hains.....	Augusta, Ga.
Lula J. Hale.....	Augusta, Ga.
Jasper Hamilton.....	Augusta, Ga.
Henry P. Harrell.....	North Augusta, S. C.
Wm. E. Harris.....	Augusta, Ga.
Phil S. Harison.....	Augusta, Ga.
Mrs. L. S. Hawkins.....	Augusta, Ga.
Frances L. Hawn.....	Augusta, Ga.
Jackie Hodges.....	Augusta, Ga.
Ann Hoffman.....	Augusta, Ga.
Marian H. Hogan.....	Augusta, Ga.
Eugene L. Horne.....	Augusta, Ga.
J. W. Huffman.....	Grovetown, Ga.
Donald Hull.....	Augusta, Ga.
Eva Sue Johnson.....	Augusta, Ga.
Georgia E. Johnson.....	Augusta, Ga.
Vivian E. Johnson.....	Augusta, Ga.
Mary Ellis Jones.....	Augusta, Ga.
Mildred H. Knight.....	Augusta, Ga.
Peggy Knuck.....	North Augusta, S. C.
Mae Belle Koger.....	Augusta, Ga.
Shirley J. Koger.....	Augusta, Ga.
Betty W. Lauthner.....	Augusta, Ga.
Joyce Lipsitz.....	Augusta, Ga.
Betty J. Long.....	Blythe, Ga.
Virginia A. Martin.....	Augusta, Ga.
Sara Virginia May.....	Augusta, Ga.
Betsy Jane Meadows.....	Augusta, Ga.
Mary E. Merritt.....	Augusta, Ga.

Betty Middleton.....	Augusta, Ga.
Fred Morgan.....	North Augusta, S. C.
Bright McConnell.....	Augusta, Ga.
Robert A. McFeely.....	Augusta, Ga.
Bobby E. McLendon.....	Augusta, Ga.
Jno. D. Newman.....	Augusta, Ga.
Dietrich W. Oellerich.....	Augusta, Ga.
Jacqueline O'Neal.....	Augusta, Ga.
Clinton E. Pardue, Jr.....	Augusta, Ga.
Mary Nell Perdue.....	Evans, Ga.
Joanne B. Paschal.....	Augusta, Ga.
Mary M. Patterson.....	Augusta, Ga.
Chas. Petty.....	North Augusta, S. C.
Inman C. Phillips.....	Augusta, Ga.
Anne Philpot.....	Augusta, Ga.
F. E. Pippin.....	Augusta, Ga.
Barbara M. Poole.....	Augusta, Ga.
W. Jackson Pritchard.....	Augusta, Ga.
A. Edward Punaro.....	Augusta, Ga.
Barbara Reddish.....	Augusta, Ga.
Joseph W. Rhine, Jr.....	Augusta, Ga.
Clayton Robinson.....	Augusta, Ga.
George A. Roesel.....	Augusta, Ga.
Mary M. Rupert.....	Augusta, Ga.
Wm. A. Sacre.....	Augusta, Ga.
Clarence R. Savage, Jr.....	Augusta, Ga.
Emile O. Scharnitzky.....	Blythe, Ga.
Henry D. Scoggins.....	Augusta, Ga.
Joyce Elizabeth Scott.....	Augusta, Ga.
Martha Ann Scott.....	Augusta, Ga.
Eula Lulyanne Seigler.....	Augusta, Ga.
Claude Wm. Sims, Jr.....	Augusta, Ga.
Robert P. Sisson.....	Augusta, Ga.
Wm. A. Skinner.....	Augusta, Ga.
Mary C. Smaragdis.....	Augusta, Ga.
John Scurry Smith.....	Augusta, Ga.
Dorothy Mae Steed.....	Grovetown, Ga.
Ruth Jean Stephenson.....	Augusta, Ga.
James Byron Taylor.....	Augusta, Ga.
Robert L. Taylor.....	Hephzibah, Ga.
Joseph B. Thomas.....	Augusta, Ga.
Adrienne Tompkins.....	Augusta, Ga.
Lucille Usry.....	Augusta, Ga.
Jesse Ralph Veal.....	Augusta, Ga.
Leonard Francis Verdery.....	Augusta, Ga.
Mary Chase VonSprecken.....	Augusta, Ga.
Betty A. Washington.....	Augusta, Ga.
Wm. Richard Whaley.....	Augusta, Ga.
John Allen Whitaker.....	Augusta, Ga.
Sudie Self White.....	Augusta, Ga.
Harold Guy Welch.....	Augusta, Ga.
Shirley B. Wilensky.....	Augusta, Ga.
Wm. Talbert Williams.....	Augusta, Ga.
Ed. Lee Willingham.....	Augusta, Ga.
Elizabeth Wong.....	Augusta, Ga.
Lillian Wong.....	Augusta, Ga.
Marion A. Woodward.....	Augusta, Ga.
Joseph David Wright.....	Augusta, Ga.
Mildred H. Wright.....	Augusta, Ga.

**SUMMER SCHOOL, 1944**

William L. Applewhite.....	Augusta, Ga.
Gretchen Bredenberg.....	Augusta, Ga.
Valeria V. Brown.....	Augusta, Ga.
Georgia G. Buzhardt.....	Augusta, Ga.
John G. Clark.....	Augusta, Ga.
Frances S. Elliott.....	Augusta, Ga.
Roy G. Foster.....	Augusta, Ga.
Anne G. Gilbert.....	Augusta, Ga.
Margaret Ann Heaton.....	Augusta, Ga.
Bessie B. Hankinson.....	Augusta, Ga.
Sara T. Harben.....	Augusta, Ga.
Thomas Jack Howard.....	Augusta, Ga.
Norma E. Hudson.....	Augusta, Ga.
Thomas A. Jackson.....	Augusta, Ga.
Anne Kelly.....	Augusta, Ga.
Meara McKie.....	Augusta, Ga.
Mrs. M. McKie.....	Augusta, Ga.
Katherine F. Norvell.....	Augusta, Ga.
Rita E. Pomerance.....	Augusta, Ga.
Susan Richardson.....	Augusta, Ga.
Yale S. Sawilowsky.....	Augusta, Ga.
Vivian Ruth Sawilowsky.....	Augusta, Ga.
Roy Hay Smith.....	Augusta, Ga.
Jesse Ralph Veal.....	Augusta, Ga.
Suzanne W. Wade.....	Augusta, Ga.
Bryant Gibbs Walton.....	Evans, Ga.
Edward Lee Willingham.....	Augusta, Ga.
Anna Wilson.....	Augusta, Ga.
Peggy Alice Wright.....	Augusta, Ga.

**U. S. CADET NURSES**

Elizabeth Sara Bartles.....	Appling, Ga.
Betty James Bartless.....	Harlem, Ga.
Nellie Mae Beck.....	Graniteville, S. C.
Mae Dee Bell.....	Sardis, Ga.
Carol Blanchard.....	Augusta, Ga.
Mary Travis Broome.....	Thomson, Ga.
Willie Ethel Brown.....	McCormick, S. C.
Bernice Estelle Bryan.....	Saluda, S. C.
Janet Bussell.....	Sandersville, Ga.
Betty Lewis Collier.....	Augusta, Ga.
Virginia Evelyn Collins.....	Rocky Ford, Ga.
Judith Cooper.....	Augusta, Ga.
Julia Kathryn Corbin.....	Lincolnton, Ga.
Mary McDonald Christian.....	Augusta, Ga.
Elizabeth Dent.....	Washington, Ga.
Miriam Eugenia Everett.....	Augusta, Ga.
Jane Ellen Fox.....	Aiken, S. C.
Elma Louise Griffiths.....	Edgefield, S. C.
Frances Delores Hall.....	Aiken, S. C.
Kathryn Rebecca Harling.....	Augusta, Ga.
Martha Anne Heffernan.....	Augusta, Ga.
Betty Anne Jackson.....	Augusta, Ga.
Margaret Ann James.....	Augusta, Ga.
Nellie Ruth Jones.....	Statesboro, Ga.
Joyce Anne Johnstone.....	Douglas, Ga.
Elizabeth Rice Jolley.....	Anderson, S. C.
Rose Myrtis Jordan.....	Leah, Ga.
Esther Camilla King.....	Augusta, Ga.



Helen T. Laird.....	Aiken, S. C.
Dorothy Juanita Lindler.....	Lexington, S. C.
Elizabeth Ann McNair.....	North Augusta, S. C.
Lula McNeely.....	Bartow, Ga.
Shirley Miller.....	Long Beach, N. Y.
Eleanor Frances Morris.....	Savannah, Ga.
Florence Ellen Morris.....	Aiken, S. C.
Doris Ann Rachels.....	Bartow, Ga.
Elizabeth Louise Reese.....	Warrenton, Ga.
Gene Scott.....	North Augusta, S. C.
Ida Virginia Sikes.....	North Augusta, S. C.
Allie M. Singletary.....	Cross, S. C.
Emily Gordon Smith.....	Augusta, Ga.
Ethel Elizabeth Smith.....	Sumter, S. C.
Georgia Ann Snell.....	Blythe, Ga.
Frances Lee Sargee.....	Aiken, S. C.
Ethel Ruth South.....	Clinton, S. C.
Elizabeth Mina Veale.....	Augusta, Ga.
Mary Helen Timmerman.....	Augusta, Ga.
Frances Muriel Warren.....	Augusta, Ga.
Carolyn Virginia Waters.....	Sylvania, Ga.
Ernestine Marie Waters.....	Sylvania, Ga.
Betty Wells.....	Macon, Ga.
Rachel Dudley Whitaker.....	Hephzibah, Ga.
Harriett S. Wofford.....	Augusta, Ga.
Willie Lee Woodruff.....	Thomson, Ga.
Lorene Edmonds Woodward.....	Edgefield, S. C.
Dorothy Inex Yon.....	Aiken, S. C.

Sophomores.....	48
Freshmen.....	129
Grammar School.....	29
U. S. Cadet Nurses.....	58
Total.....	264









